



## TOWN OF NORTH ANDOVER

### FINANCE COMMITTEE

#### Meeting Minutes

Meeting Date: 9 March 2010

**Meeting Location:** Town Hall, First Floor  
Conference Room

**Meeting Called to order:** 7:00 PM

#### I. FinCom Members in Attendance

Mark Rodgers-MR, Chairman	X	Ramsey Bahrawy -RB	X
Peter Besen-PB, Vice Chairman		Bonnie Wilkinson-BW	X
Ben Osgood-BO	X	Carlos Bielicki-CB	
Jean Sullivan-JS		Thom Dugan-TD	X
Alan LeBovidge-AL		Herb Cunha-HC, Minutes	X

#### Non FinCom Members in Attendance

OTHERS: Stan Limpert, SL-Vice Chair-School Committee  
Mark Rees, MRees-Town Manager  
Bruce Thibideau, BT-DPW

**Note: All FINCOM votes are subject to change upon receipt of new information.**

#### I. Previous Minutes Approved

DATE: 2 Mar 2010		Approved, unanimous
4 Mar 2010		Approved, unanimous

#### III. New Business

##### AGENDA ITEM: A. DPW Budget Review

Discussion

- BT: Mentioned that he is working to level services. Has to address aging infrastructure, building grounds also. Uses an average over last 5 years to set snow budget, \$374 versus average \$1M, has a \$26k increase. Capital for drainage issues has been reduced in addition to building materials. At level funding he is just below level services. EPA pollution disposal is becoming more stringent, that includes discharge of storm waters.
- MR: Asked about the average amount gained from recycling.
- BT: Not get about \$18k-\$20k.
- MRees: These funds will be placed into general revenue account. If contracts fail, due to Town not paying, Town has a clause about non-appropriation as a protection.
- TD: Asked about efficiency of traffic and street lights.
- BT: Traffic lights are now LED. Changing street lights would be too expensive at this time, and also National Grid doesn't offer any savings.
- Discussion about Green Community Act, we can meet 4 of 5 criteria, stretch code is reaching opposition.

#### AGENDA ITEM: **B. CIP Facilities Master Plan**

Discussion: This item has been place on hold for a later meeting.

#### AGENDA ITEM: **C. Division of write ups of articles**

Discussion: -MR: He started process of determining which of the articles are boiler plates, most of which he will edit/rewrite as necessary. FINCOM members either signed up for articles to write or were assigned.

**Action Item: MR will provide members copies of last year's articles.**

#### AGENDA ITEM: **D. Forecaster Review (Mark and Thom)**

Discussion: -TD: Discussed forecaster assumptions. State aid may be 3% less than last year.

**Action Item: MR and TD will work to correct current formula issues with the forecaster.**

-MR: Indicated to put amortized value from MRees budget into the forecaster model. The Revenue and Fixed Cost Committee assumed 10%. MRees did level funding and his budget showed lottery aid drop 0.49%. (Reference page 13 of his budget)

#### AGENDA ITEM: **E. New Business-other**

Discussion:

### III. Old Business/Non-Agenda Items

NON-AGENDA ITEM: **None**

Discussion:

### V. Adjournment

Motion: RB	Yes	Unanimous
Seconded: BO	Time: 9:05	PM

### IV. Next Meetings

Thursday, 11 Mar 2010 Town Hall, 6:30 PM

**ACTION ITEMS**

C=Complete

ITEM #	ACTION ITEM	INDIVID.	COMPL. DATE	STATUS
1-8	Completed items are shown in FINCOM Mtg Minutes of 4 Mar 2010 for review.			C
9	Email a request to Matthew Killen and Sch Comm. to requote the IT proposal with alternative equipment and also look for the same products at different vendors with the intent of lowering the price of the project.	MR	4 Feb	
10	Provide a format for a position list, with columns such as FTE levels, salaries, etc. He will send to MR and MRees. Entries can then be made.	TD	25 Feb	
11	Prepare schedules for CIP Articles/voting A/R and Department visitations to FINCOM.	MR	18 Feb	
12	Schedule a Warrant Article on contracts for a vote.	MR	18 Feb	
13	Send email to MRees and Bruce about possible directing lower cost for Waverly Road project.	MR	25 Feb	
14	Send mtg notes of 2 Mar to Herb to format	MR	4 Mar	HC did format-C
15	Add description column on Master Articles List which are boiler plate articles and will assign Articles to FINCOM members.	MR	9 Mar	
16	Provide members copies of last year's articles.	MR	11 Mar	
17	Correct current formula issues with the forecaster.	MR/TD	11 Mar	